



Colorado Legislative Council

Non-Classified

EMPLOYMENT OPPORTUNITY

Colorado General Assembly

Colorado Legislative Council

Job Title:	Fiscal Analyst
Job Series:	(Non-classified Position)
FLSA Status:	Exempt
Occup. Group:	Professional Services
Salary:	Commensurate with Experience
Release Date:	July 13, 2015
Apply By:	Open until filled

Job Summary

General Description:

Colorado Legislative Council Staff, the nonpartisan research agency of the Colorado General Assembly, is seeking two or more skilled and highly motivated professionals to join our team of fiscal analysts.

Responsibilities and Requirements:

Primary responsibilities of the positions include analyzing and writing fiscal impact statements on proposed legislation, and responding to questions about a bill's fiscal impact from legislators, lobbyists, government officials, and the public. Responsibilities of the position also include writing research papers and issue briefs, working with special legislative study committees during the legislative interim, and researching and writing portions of the "Blue Book" voter guide on statewide election issues. Successful candidates must have effective oral and written communication skills, strong analytical and research abilities, and be proficient with word processing and spreadsheet programs. These positions require the ability to work in a nonpartisan manner in a partisan environment, and to provide objective information regardless of the issue or personal opinions.

The minimum educational requirement is a Bachelor's degree from an accredited college or university. A successful candidate should have a minimum of two years of experience in a professional work environment. Preference will be given to candidates familiar with Colorado law, K-12 education, higher education, health care, local government and criminal justice.

Salary level is commensurate with education and experience. Legislative Council Staff employees are not members of the state personnel system, although employment includes coverage under the State of Colorado benefits package.

To Apply for this Position:

The following information **must** be included for consideration:

- cover letter outlining your qualifications;
- resume;
- salary requirements;
- list of three professional references; and
- professional writing sample.

Send to:

Clare Pramuk
Colorado Legislative Council
Legislative Services Building
200 E. 14th Ave, 2nd Floor
Denver, Colorado 80203
E-mail: Clare.Pramuk@state.co.us

Application review will begin July 31, 2015, and continue until the positions are filled. The Colorado Legislative Council is an equal opportunity employer.

For confirmation and/or further information,
please contact Marie Garcia at 303-866-4749

Additional information about the Colorado Legislative Council can be found at

<https://www.colorado.gov/cga-legislativecouncil>